

POLICE SERGEANT

(Promotional Class)

DISTINGUISHING FEATURES OF WORK

This class encompasses positions the primary responsibility of which involves supervision, direction, and assistance of a group of subordinate employees engaged in routine patrol, traffic and law enforcement work on an assigned shift. An employee of this class is responsible for assisting in the efficient operation of his shift in accordance with established practices, policies and regulations. Employees of this class have work reviewed by superior officers through reports, conferences, personal observation and satisfaction from the results obtained.

EXAMPLES OF WORK

Examples listed below are illustrative only. They are not intended to include all duties which may be assigned, nor are they intended to exclude other duties which may be logical assignments to this class.

Assists in the direction of the activities of a group of employees engaged in patrol, directing traffic, and in answering complaints.

Instructs subordinates in the methods to be used and the procedures to follow.

Directs activities at raids, riots, scenes of serious crimes, fires and other disorders.

Maintains or supervises the maintenance of records and reports.

Interviews suspects, victims, witnesses, informers and other persons to obtain evidence and to verify details.

Searches, collects, preserves and identifies evidence.

Makes arrests, transports offenders to jail, makes charges, interrogates prisoners, obtains information and confessions.

Makes oral and written reports.

Performs various related duties as assigned or required.

QUALIFICATION REQUIREMENTS

Unless otherwise specified, all requirements listed below must be met by the filing deadline for application for admission to the test.

Must meet all requirements of the Municipal Fire and Police Civil Service Law, including being a citizen of the United States, and of legal age.

After offer of promotion, but before beginning work in this class, must pass a medical examination prepared and administered by the Appointing Authority, designed to demonstrate good health and physical fitness sufficient to perform the essential duties of the position, with or without accommodation.

Must be a regular and permanent employee in good standing for one (1) year in the class of Police Officer.

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